



**17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037**

**DRAFT**

**LIBRARY COMMISSION**

**REGULAR MEETING**

**AFTER ACTION**

**MONDAY, AUGUST 12, 2002**

Morgan Hill Civic Center  
17555 Peak Avenue  
Morgan Hill, CA 95037

Chair  
Vice-Chair

Kathleen Stanaway  
Jeanne Gregg

Member  
Member  
Member  
Member  
Member  
Member  
Member

Charles Dillmann  
Charles Cameron  
Kathleen Keeshen  
George Nale  
Mary Ellen Salzano  
Einar Anderson  
John Boyne

**7:00p.m.**

**CALL TO ORDER**

Chair Stanaway

**ROLL CALL ATTENDANCE**

All in attendance.

**DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

**PLEDGE**

Led by Chair Stanaway

**PUBLIC COMMENTS**

None

**REPORTS:**

- 1. COUNTY LIBRARY REPORT** **County Librarian Susan Fuller**  
Legislation-Funding and Budgeting-  
Joint Powers Authority **Council Member Steve Tate**

Library Project Bond: \$541 million total, with \$150 million to distribute in the first round.  
66 projects submitted statewide.

Library staff is waiting to hear word regarding the State Budget.  
JPA meets in October.

- 2. MORGAN HILL LIBRARY REPORT** **Community Librarian Sarah Flowers**  
User Statistics-Staffing-Programs-Upcoming Events

Commissioner Salzano thanked Ms. Flowers for the web site address posted on the library door.

Ms. Flowers stated that the Bookmobile and staff participated in the Fourth of July parade and invites commissioners to ride with her next year.

Booming summer reading program: children with 600 sign-ups and teens with 80 sign-ups.

200 youth participated at Wednesday's book reading party.

Ms. Flowers has been on leave most of July.

For this fiscal year, library has experienced over ½ million in circulation which is a increase of 14-15% over last year.

- 3. LEGISLATIVE COMMITTEE** **Members Cameron and Dillmann**

Continue to share information by email. Library Services and Technology Act expiring. Treasury and appropriations bill needs support.

**BUSINESS:**

- 4. DEFINITION OF DEMOGRAPHICS OF LIBRARY CONSTITUENCY**

**Recommended Action:** Staff to provide demographic information on library's constituency and efforts to identify needs of each demographic in order maximize participation.

Ms. Fuller asked for clarification. Commissioner Boyne replied who are we seeing and what are their needs?  
Ms. Flowers will bring information to the September meeting.

- 5. INTEGRATION OF LIBRARY SERVICES TO SERVE NEEDS OF PUBLIC AND PRIVATE SCHOOLS**

**Recommended Action:** Staff to identify services provided to public and private schools and discussion of existing or potential strategy to maximize services to schools and school libraries without creating competition between the public library and school libraries.

Ms. Flowers shared pamphlets on children's services for educators and teen services for educators.

Library staff provide class visits with approximately 1-2 preschool visits per month; elementary with 2-8 per month, and Jr. High/ High School with 2-3 visits per month. Also support school career days.

Vice-Chair Gregg reminded commissioners that she wrote letters to Home and School Clubs last year. No one was interested in class type presentations.

Ms. Flowers state there is a lot of contact with homeschoolers which is more self-directed.

Commissioner Dillmann asked about workshops with school librarians? Ms. Flowers responded that the Teen

and Youth services Librarian have regular contact with school librarians. Ms. Flowers also meets with the District Elementary Librarian to discuss meeting needs. Library staff have provided teacher open houses and is researching a breakfast time for an upcoming middle school teacher open house.

Ms. Flowers stated that California ranks last in school library funding with 1 librarian to 2,000 student population. Next state has a ratio of 1 to 500. Commissioner Boyne suggested we needed an advocate in each school; and to make this need public. Council member Tate suggested that the School-City liaison Committee is another forum to share these suggestions. Once Commission is ready to discuss ideas with the School-City Liaison Committee that Council member Tate would place on the agenda.

Commissioners would like to approach school for suggestions on what they need. Ms. Flowers will invite the school resource librarian to speak to the Commission on this topic. Staff and Commission recognize that the school staff is small and may need assistance in identifying an achievable plan. Commissioner Keeshen would like to know the demographics of youth in Morgan Hill. Ms. Fuller suggested considering electronic databases at a future meeting regarding databases for public library.

Commissioner Salzano expressed thanks to Ms. Flowers and Ms. Fuller for the Morgan Hill Times article.

**6. SUNDAY HOURS FOR MORGAN HILL PUBLIC LIBRARY**

**Recommended Action:** Staff to provide preliminary cost analysis and staffing requirements for half day operation on Sundays.

Morgan Hill, Gilroy, Alum Rock are the only three libraries in the JPA without Sunday hours. Most Sunday hours are City funded.

Commissioner Boyne suggested researching funding avenues: corporate or voters? Asked if it would become self-sustaining thru circulation?

Considerations brought forward: How will it be funded? Impact on current work schedules and staff? Effect of bond outcome? What is the need for Sunday hours? Estimated cost of Sunday hours?

Currently open 54 hours over six days. Adding Sunday hours would cost a minimum of \$50,000/year estimate with no directed funding source. Ms. Flowers will bring information back at the October meeting.

**7. SISTER CITIES COMMITTEE**

**Recommended Action:** Consider meeting with Morgan Hill Sister Cities Committee to discuss "Friendship Garden" as outlined in landscaping plan for proposed library.

Commissioner Dillmann has been informing the Sister City committee of the library building plans.

The next meeting of the Sister Cities Committee will be 5:30pm on September 9.

Commissioner Dillmann shared that the Sister Cities Committee is reviewing several cities all over the world including Italy and Mexico. Italy sister city has just built a library.

There has been preliminary discussion having a city recognition feature at the public project sites.

Appointments: Commissioners Dillmann, Anderson, Boyne, and Nale by Chair Stanaway to liaison with the Sister Cities Committee on behalf of the Library Commission.

**8. PUBLIC ARTS POLICY**

**Recommended Action:** Staff to provide information on development of a Public Arts Policy for the City of Morgan Hill. Library Commission to consider working with Parks and Recreation Commission

to begin development of policy.

Council Member Tate stated that the group needs to work on a preliminary, fact-finding mode for Council consideration.

\_\_\_\_ Commissioner Dillmann suggested there be a representative from ARB as well.

Chair Stanaway appointed the following members to work with Park and Recreation Commissioners Rolley and Kenney as an Ad-Hoc committee: Commissioners Dillmann, Gregg, and alternate Boyne

**CONSENT CALENDAR:**

**9. APPROVAL OF MEETING MINUTES OF JUNE 10, 2002**

\_\_\_\_ Spelling of Commissioner Keeshen's name was misspelled.

Under Future Agenda Items: Asked to replace Order of Magnitude with *estimate*.

Motion to approve with above correction by Commissioner Dillmann; seconded by Commissioner Boyne, approved 9:0.

**ANNOUNCEMENTS**

Commissioner Salzano announced that there will be a Patriot's Day Observance at Noon on September 11 at the Civic Center flagpole.

September's meeting will be Ms. Fuller's last meeting. Responding to her cake preference Susan replied Angel Food.

**FUTURE AGENDA ITEMS: Purpose:** Commissioners and staff to recommend items to be placed on the agenda.

\_\_\_\_ Strategies to Obtain Corporate Support for Library

\_\_\_\_ Evaluation of Technology and Technological Services Provided by Library

\_\_\_\_ Library of the Future

\_\_\_\_ *CA Library Association November 15-18 in Sacramento– September (Boyne)*

\_\_\_\_ Library of the future: Commissioners Boyne and Anderson are researching concepts and will present at the October meeting.

**ADJOURNMENT** To the September 9, 2002 Library Commission Meeting.